

**1 July 1997**



**Maintenance**

**USE OF AIRCRAFT PANEL SHEETS/CHECKLISTS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This operating instruction establishes procedures and policies for the use, documentation, filing, and management of a locally developed sheet/checklist to record the removal of panels IAW the basic technical order (TO.).

**1. Use.** Units may use a locally developed sheet/checklist to record the removal of panels required for isochronal, phase, acceptance, and transfer inspections.

**2. Documentation.** This sheet/checklist will contain minimal heading as stated in T.O. 00-20-5, panel number and/or nomenclature, employee number of the individual who removed the panel, employee number of the individual who installed the panel, and employee number of the individual who inspected the panel installation. The individual who signs the "inspected by" block must be Red X qualified.

2.1. A Red **X** entry stating "Aircraft panel sheet (or checklist) in use" will be entered into the next open discrepancy block of the AFTO Form 781A, Maintenance Discrepancy and Work Document.

2.2. If more than one panel sheet/checklist will be used, a Red X entry for each panel sheet/checklist will be entered in the AFTO Form 781A. The discrepancy block and panel sheet/checklist will identify the workcenter and/or area.

2.3. Panels that cannot be reinstalled prior to release of the aircraft back to the owning organization workcenter will be carried forward to the AFTO Form 781A. The carried forward action will be documented on the panel sheet/checklist.

2.4. When all panels listed on the panel sheet/checklist have been installed or transcribed, the Red **X** entry for that panel sheet/checklist stating "Aircraft panel sheet (or checklist) in use" will be cleared. The individual clearing the Red X entry in the AFTO Form 781A will ensure all documentation is complete and accurate.

**3. Filing.** The panel removal sheet/checklist will remain as a permanent page of the AFTO Form 781A. This sheet/checklist will be entered in the AFTO Form 781A as the next blank page and will be numbered accordingly. When the AFTO Form 781As are transcribed, they will be forwarded accordingly to be filed in the aircraft historical

records.

3.1. For isochronal/ phase inspections, the panel sheet/checklist will be attached to the isochronal/ phase flow package.

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